



Department of Public Works | 860.584.6125

## MEMORANDUM

DATE: February 11, 2022

TO: Mayor Jeffrey Caggiano  
Board of Public Works

FROM: Raymond A. Rogozinski, P.E., Director of Public Works

RE: BPW February – Director's Report

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Please find attached a summary report of the Department's activities, issues and concerns for the February Board of Public Works' meeting.

1. Staffing: No/limited loss time of DPW staff due to Covid.

DPW Engineering - Vacancies in the position of construction and environmental technician. Interviews for the construction inspector positions have taken place and a candidate has been selected/currently being processed. It is anticipated that the Env Tech position will be filled internally and an additional vacancy in construction inspector position will occur. DPW Fleet Mechanic Dave Porter is scheduled to retire on March 32. It appears the position will be filled with an internal candidate. DPW Building Maintenance remains short staff due to an employee on workers comp and staff leave (vacation/sick time). A temp employee is in place to mitigate OT, however the Bldg. Maintenance Div. has to service tech a Senior Tech during the day and a Tech on the evening shift. In order to maintain staffing levels OT is incurred when one of the techs is out on leave.

2. Solid Waste Transfer station scale calibrated – certification posted on DPW website. DPW reconstructing portion of retaining wall/curb/walkway in resident drop off area. Precast curb & process being used to facilitate winter construction. Once asphalt plants open disturbed areas will be paved.
3. Maple Court Reconstruction: Non-accepted City road utilized by DPW for solid waste collection. DPW currently plows street. Funding in place \$180,000 to install storm



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- drainage and pave. DPW forwarding easement request to property owner (required to perform work).
4. Dog Pound: Painting being finalized (2 of the 3 kennels and hallway painted). IT contacted/ re-contacted regarding Wi-Fi – pending cost quote from vendor. DPW Consultant working on building evaluation study.
  5. Landfill Stewardship Program: DPW working with CTDEEP & coordinating with Corp Counsel to develop final draft permit. Current draft does not define Bristol's liability/risk exposure but does require investigation study that will require delineation of responsibility.
  6. HHW waste collection scheduled through BRFFOC on August 27, 2022.
  7. City awarded CMAQ grant in the amount of \$3,370,500 to design and construct the new traffic signals at the following locations (note signals on State Roads are City owned):
    - a. North Main & Center St
    - b. South St & George
    - c. Route 72 School St & at Main & Main Blvd
    - d. Route 72 Riverside Ave and Main St
    - e. North Main St & Riverside Ave
    - f. Route 72 School St at Church & Main
  8. DPW's Peacedale Processing Site: PO issued to obtain/rent crusher to process asphalt/concrete \$10,000/week. Portion of existing earth pile scheduled to go to Lot 3 Business Park as general fill.
  9. Vehicles: DPW received BOF authorization to purchase 4 State vehicles, however CT DEEP acquired vehicles that DPW was scheduled to obtain. State has indicated that additional vehicles will be available the end of February. DPW Fleet Manager has been in contact with State and DPW is confident that we will obtain State vehicles.
  10. Snow Operations: Winter weather pattern have consisted of off hours/weekend storm with low accumulations, however the storm have been icy requiring salt. Budget to date OT \$183,965/\$270,000 budget, Salt \$430,000/\$480,000 budget, Contractors \$100,000/320,000. DPW has cleared snow and issued invoices for PD identified sidewalks (approx. 40). Approx. 5 invoices disputed & referred to Corp Counsel. As previously reported DPW investigating salt brine application equipment. DPW salt supply at approx. 80% capacity 6000 tons. Staff scheduled to attend salt seminar 3/1/22.
  11. Eversource Tree Trimming: Eversource proposing tree trimming in Sherman and Mill area. Based on preliminary discussion, DPW concerned shape of tree after trimming will be



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“goal post”. As tree Warden I do not support “goal post” tree trimming and will recommend tree removal.

12. City Road Potholes: Due to freeze/thaw cycle DPW anticipated a large amount of potholes. DPW asphalt maker currently being repaired by DPW Fleet Div. The Department’s two hot boxes are operational.
13. Flood Erosion Control Board meeting; DPW to coordinate meeting date/time. The Flood Control Board consist of the City Council. BPW members will be invited/notified. Agenda items below:
  - a. City Area of Flooding –
  - b. FEMA Flood Assistance Program
  - c. NRCS & mitigation grant programs
  - d. Proposed New FEMA Flood Plain maps – Pequabuck River
14. Shrub Road Sidewalks surveyed. Preliminary plan being prepared. Once a preliminary design plan is prepared a public information will be conducted. There has been a request at a Council meeting for the City to relocate mail boxes. Location of mail boxes is a function of the Post Office and property owners, however DPW has facilitated mail box Relocations Street wide in the past in order to expedite process. With that said when previously contacted the Post Office was not agreeable based on delivery route to allow mail box relocation. Since than a new post master is in place and DPW will re-contact the Post Office.

Feel free to contact me with any question or concerns at 860-584-6113.